

Policy & Finance (P&F) Committee - P & F Budget 2025-26

Saltash Town Council

For the year ended 31 March 2026

Account	Prior Year 2024/25	Budget Including Virements 2025/26	Actual YTD 2025/26	Budget Available 2025/26	Precept Budget 2026/27
P&F Operating Income					
4901 PF Bank Interest Received	111,088	38,255	93,153	(54,898)	58,700
4908 PF Misc Income	135	0	3	(3)	0
4902 PF Insurance Claim	0	0	37,563	(37,563)	0
Total P&F Operating Income	111,223	38,255	130,719	(92,464)	58,700
P & F Operating Expenditure					
6200 PF Bank Charges	1,187	1,522	963	559	1,995
6201 PF Audit	3,300	4,000	3,300	700	4,000
6202 PF Civic Occasions (including Road Closures)	4,182	7,368	7,368	0	5,000
6203 PF Mayors' Allowance	5,418	5,581	5,581	0	5,912
6204 PF Councillors' Allowance	1,679	3,946	2,466	1,480	4,096
6205 PF Insurance	17,642	36,510	20,751	15,759	27,836
6206 PF Youth Council	4,726	4,000	4,000	0	6,000
6208 PF Subscriptions	15,980	17,580	17,580	0	37,650
6210 PF Community Chest	4,015	10,300	3,630	6,670	10,300
6211 PF Website Maintenance	746	1,030	201	829	1,069
6213 PF Councillor Training & Expenses	274	2,600	2,378	222	1,142
6214 PF Health & Safety	6,462	8,127	7,171	956	9,474
6217 PF Data Protection	80	206	73	133	1,700
6220 PF Festival Fund	15,088	15,450	13,919	1,531	15,450
6221 PF Town Messenger	3,630	3,667	3,300	367	4,544
6222 PF Commissioning Youth Work	59,069	60,842	60,842	0	100,000
6224 PF Legal & Professional Fees	5,969	12,900	11,274	1,627	10,000
P&F IT/Office Costs	37,361	33,776	30,527	3,249	40,245
6650 ST PF Parking Space	286	320	284	36	332
6653 ST PF Staff ID Badges	36	252	39	213	50
6655 ST PF Staff Travelling Expenses	209	652	589	63	750
6230 PF Social Media Advertising	0	1,000	646	354	1,000
Total P & F Operating Expenditure	187,342	231,629	196,881	34,748	288,545
Total P&F Operating Surplus/ (Deficit)	(76,119)	(193,374)	(66,161)	(127,212)	(229,845)
P&F EMF Expenditure					
6271 PF EMF Election	450	54,409	19,036	35,373	20,000
6272 PF EMF Robes & Civic Regalia	1,624	10,351	4,159	6,192	3,000
6273 PF EMF Legal Fees	0	201	0	201	6,000
6275 PF EMF Neighbourhood Plan	195	8,150	97	8,053	15,000
6278 PF EMF CIL Planning Income	0	21,731	0	21,731	0
6280 PF EMF Town Vision	430	9,665	0	9,665	0
6281 PF EMF Town Vitality Funding Grant	58,617	29,444	29,444	0	0
6282 PF EMF Funding Bids (Consultancy Fees)	9,880	10,201	0	10,201	0
6284 PF EMF Consultations	0	2,000	0	2,000	1,000
6285 PF EMF Twinning	0	500	0	500	1,000
6287 PF EMF Website (Capital Expenditure)	0	6,000	0	6,000	6,000
6288 PF EMF Waterside Feasibility project	0	7,480	7,480	0	0
6289 PF EMF TRIP funding	0	14,103	13,825	278	0

6370 PF EMF Computer & Office Equipment Renewal	3,771	15,597	13,965	1,632	3,000
Total P&F EMF Expenditure	74,967	189,832	88,007	101,825	55,000
Total P&F Expenditure (Operational & EMF)	262,308	421,461	284,888	136,573	343,545
Total P&F Budget Surplus/ (Deficit)	(151,085)	(383,206)	(154,169)	(229,037)	(284,845)

To/From Reserves & Budget Virements

1. 6278 PF EMF CIL Planning Income includes income received in April 25 for £4,568 and October 25 £2,908
2. 6281 PF EMF Town Vitality Funding Grant includes S106 funding from CC for £33,585
3. 4902 PF Insurance Claim includes income received for damage to Pontoon - £37,563
4. 6288 PF EMF Waterside Feasibility project includes income received from CC Community Capacity Grant for £7,480
5. 6289 PF EMF TRIP funding includes income received from CC for TRIP funding £14,103
6. Virement from 6202 PF Civic Occasions to 6224 PF Professional Fees - £1,000 - P&F 207/25/26
7. Virement from 6271 PF EMF Election to 6213 PF Councillor Training & Expenses - £1,000 - P&F 210/25/26
8. Virement from 6202 PF Civic Occasions to 6224 PF Professional Fees - £1,500 - P&F 210/25/26
9. Virement from General Reserves to 6205 PF Insurance - £6,000 - FTC 219/25/26
10. Virement from 6214 PF Health and Safety to 6202 PF Civic Occasions (including Road Closures) - £1,000 - P&F 244/25/26
11. Virement from 6273 PF EMF Legal Fees to 6224 PF Professional Costs - £5,400 - P&F 246/25/26
12. Virement from 6202 PF Civic Occasions (including Road Closures) to 6272 PF EMF Robes & Civic Regalia - £632 - FTC 269/25/26
13. Virement from 6221 PF Town Messenger to 6208 PF Subscriptions - £711 - to be ratified

Virement to General Reserves 2025/26 £127,212

Income - received in excess of budget - £92,464

Operating Expenditure - budget unspent £34,748

Note: EMF balances carried forward to 2026/27 £101,825

1. P&F IT/Office Costs

Nominal Code	Prior Year 2024/25	Budget Including Virements 2025/26	Actual YTD 2025/26	Budget Available 2025/26	Precept Budget 2026/27
6300 Telephone	4,019	3,746	3,657	89	8,691
6301 Stationery/Postage/Printing	4,239	3,090	2,728	362	3,506
6303 Copier Maintenance	4,823	4,754	4,428	326	5,200
6305 Finance Software	3,793	4,362	2,948	1,414	3,620
6306 IT Maintenance	19,444	17,824	16,766	1,058	19,228
TOTALS	36,318	33,776	30,527	3,249	40,245

Key

Spending is on target as predicted at this point in the financial year

Spending is higher than anticipated and needs to be monitored closely

Budget is overspent - requires investigation and recommend virement